

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: November 16, 2015 **Closing Date:** Until Filled

SPECIAL INVESTIGATOR
Fraud & Consumer Protection Division
New Castle County

Job Responsibilities and Duties:

The Fraud and Consumer Protection Division in New Castle County seeks a Special Investigator. Though based in New Castle County, responsibilities are statewide. This Special Investigator will be assigned to investigate and assist with the prosecution of criminal nuisance abatement cases and with other projects within the Fraud and Consumer Protection Division on an as-needed basis. The responsibilities included here are for a two-year limit; after two years, the Special Investigator will work in the Department's Investor Protection Unit in an investigative role. Specifically, this Special Investigator will conduct interviews, prepare and execute search and arrest warrants; gather evidence including computer hardware and data; use and maintain investigative equipment; use and maintain hardware, and software for data analysis, document review and case preparation; coordinate investigations with other law enforcement and related agencies, work closely and collaborate with prosecutors to prepare cases for prosecution and perform other duties as required. Investigations include suspect interviews, witness interviews, collection and review of documents and other evidence, assisting Deputy Attorneys General in the presentation of cases to State and Federal Courts, working with external organizations, other Special Investigators and the Deputy Attorneys General. This Special Investigator will prepare and submit timely investigative reports and periodic case progress reports. This Special Investigator will maintain professional contacts and strong lines of communication with all law enforcement and regulatory agencies in the State. Must maintain professional certification in numerous areas, including CJIS, DELJIS, NCIC, and other areas of expertise, as necessary. Must maintain COPT certification and Firearms certification. Must conduct an effective level of case management including timely reports, case reviews and case closures.

Minimum qualifications:

1. Substantial experience as a law enforcement officer.
2. Experience investigating the crimes that can constitute criminal nuisance under Delaware law, including drug activity, illegal firearms, criminal gangs, violent felonies, prostitution, and other public nuisances.
3. Ability to work independently or in a team to investigate complex, difficult and lengthy civil or criminal fraud cases, including complex financial cases.
4. Ability to prepare comprehensive reports for review by the Deputy Attorney General for criminal complaint.
5. Ability to qualify and carry a weapon.
6. Current Council on Police Training (COPT) Certificate or recent COPT certification (within 3 years).
7. Possession of a valid driver's license.
8. Strong written and verbal communication skills

Internal Applicants: Please send an updated Resume or summary of work experience to the Director of Human Resources.

External Applicants: Please send a Resume and completed State Application to Human Resources, Delaware Department of Justice, 820 N. French Street, Sixth Floor, Wilm., DE 19801, or E-mail to DOJHR@state.de.us or Fax to: 302-577-5866. EOE.